REQUEST FOR APPLICATIONS

TO OPERATE

GANG RISK INTERVENTION PROGRAMS

December 2001

California Department of Education Safe Schools and Violence Prevention Office 660 J Street, Suite 400 Sacramento, CA 95814

TABLE OF CONTENTS

		page				
I.	Purpose	1				
II.	Backgroun	nd1				
III.	Requireme	ents for Operation of GRIPs2				
IV.	Application	Application Process and Instructions				
	A. Timeta	A. Timetable				
	B. General Requirements					
	C. Proposa	al Contents5				
V.	Grant Awa	ard Terms9				
VI.	Evaluation	n Process10				
Attachment A		Letter of Intent				
Attachment B		Grant Application Cover Sheet				
Attachment C		Assurances Form				
Attachment D		Drug-Free Workplace Certification				
Attachment E		Application Scoring Form				
Attachment F		Sample Data Collection Form				

REQUEST FOR APPLICATIONS GANG RISK INTERVENTION PROGRAM

I. INTRODUCTION

The purpose of this Request For Applications (RFA) is to select county offices of education (COEs) to develop, administer, and implement Gang Risk Intervention Programs (GRIPs). Applicant counties may provide services in one of three ways – the county may provide GRIP services directly, it may contract with a private non-profit organization, or the county may contract with a public entity applying jointly with an individual school.

The California Department of Education (CDE) will allocate \$3,000,000 for the purpose of funding GRIP sites operating from June 15, 2002 through June 30, 2003. The legislatively-specified maximum allocation to each GRIP site is \$100,000. A county may, however, apply to operate more than one GRIP site and thus apply for more than \$100,000. All COEs are eligible to apply for GRIP funds, but school districts and individual school sites are not eligible.

Because of the State of California's current budget situation, it is possible that this will be the last year in which GRIP grants will be awarded. If funding for GRIP is not included in the January 10, 2002 Governor's Budget, then the funds awarded via this RFA process will be the last, and GRIP programs will end June 2003, when these funds will have been used. Because it generally requires nearly a year for intensive prevention programs to be implemented and begin operating effectively, the viability of a new GRIP program which would operate for one year only is questionable. **Applicants that wish to operate a GRIP at a new site should therefore contact the Safe Schools and Violence Prevention Office** *before* **preparing an application** (contact Chuck Nichols at 916-323-1026 after January 14). This is a requirement both for entirely new applicants, and for applicants currently operating GRIP programs that wish to operate GRIP at a new site.

Applications for GRIP funds must be received by March 8, 2002, and funds will be awarded to successful applicants in April. Applications may not be written by outside consultants hired to write the plan.

II. BACKGROUND

The Gang Risk Intervention Pilot Program began in 1988 with the passage of AB 3723/Chapter 1250 (Katz). The CDE granted funds to the Los Angeles COE to develop, administer, and implement community-based GRIPs in kindergarten and grades 1 through 12. The programs were required to include, but were not limited to, counseling, community activities, and job training. Based on the success of the program in reducing gang activity in targeted schools at the elementary, middle, and high school levels, the California Legislature determined that expansion of the GRIP to northern California would be a positive step in reducing gang violence in other counties as well.

On October 6, 1994, the Legislature enacted AB 2516/Chapter 722 (Katz), establishing the Gang Risk Intervention Program (GRIP) on a permanent basis for elementary and secondary school-

age pupils and extending the program to COEs in northern California. In 1995-96, the Legislature appropriated funds via the Budget Act to expand the program to additional counties throughout the state.

III. REQUIREMENTS FOR OPERATION OF GRIPS

GRIPs are authorized and defined in *Education Code* sections 58730 et seq. The purpose of GRIP is specified in Section 58732(c):

- "(c) 'Gang Risk Intervention Program' means a community-based positive intervention program for elementary through high school pupils directed at all of the following:
 - (1) Reducing the probability of youth involvement in gang activities and consequent violence.
 - (2) Establishing ties, at an early age, between youth and community organizations.
 - (3) Committing local business and community resources to positive programming for youth."

The *Education Code* also specifies (in subsections (a) and (b) of Section 58735) the manner of operation and the activities of any GRIPs funded through this process:

- "58735. (a) Gang Risk Intervention Programs funded by grants awarded by a county office of education pursuant to this chapter, shall be initiated or continued at the local level through voluntary cooperation between a local school, or group of schools, and a private nonprofit community-based organization or organizations, and shall place at each school, or group of schools, a full-time, paid community-based coordinator, familiar with local gang structures...
- (b) Gang Risk Intervention Programs shall include, but are not limited to:
- (1) Counseling for targeted at-risk pupils, parents, and families, individually and collectively; provided, however, that counseling services shall not be provided by volunteer interns.
- (2) Exposure to positive sports and cultural activities, promoting affiliations between youth and the local community.
- (3) Job training, which may include apprentice programs in coordination with local businesses, job skills development at the school, or information about vocational opportunities in the community.
- (4) Positive interaction with local law enforcement personnel.
- (5) Teacher in-service training sessions."

Finally, there are certain conditions which must be met by GRIPs (per subsection (d) of *Education Code* section 58735) before any state funding is allowed:

- "(d) No funding shall be made available to any Gang Risk Intervention Program or facility pursuant to this section unless all of the following conditions are met:
- (1) The program is open to pupils without regard to any pupil's religious beliefs or any other factor related to religion.
- (2) No religious instruction is included in the program.
- (3) The space in which the program is operated is not utilized in any manner to foster religion during the time used for the Gang Risk Intervention Program."

If a county chooses to provide GRIP services directly, it must meet all of the above requirements and provide all the above services as a minimum. If a county chooses to provide GRIP services through contract with a private non-profit agency (or a public entity working with a school), the contracting process must result in the selection of a provider who will provide these services and meet these requirements. The process by which the county may select a provider for those services is specified in *Education Code* sections 58734 and 58735. In essence, the county is required to:

- Issue a standard RFP and conduct a competitive bidding process.
- Award GRIP grants to projects in which a local school or group of schools works with a community-based organization (and possibly also with a public entity) to provide the program ("community-based organization" means a private, tax-exempt agency providing services to the community).

IV. APPLICATION PROCESS AND INSTRUCTIONS

A. Timetable

February 8, 2002	Optional Letter of Intent faxed (do not mail, please) by this date
March 8, 2002	Proposals received at CDE by 5:00 p.m.
March 19-21, 2002	Proposal review and rating
March 25-29, 2002	A list of the proposed grant recipients will be posted at 660 J St., Suite 400, Sacramento, CA. The list will also be posted at www.cde.ca.gov/spbranch/safety .
April 5, 2002	Notification sent to successful applicants

B. General Requirements

COEs submitting an application must comply with the instructions and the format and content requirements detailed in this section. Please note that applications may not be written by outside consultants hired to write the plan.

1. *Letter of Intent* - Any COE that intends to submit an application in response to the Request for Application is requested to fax a Letter of Intent (Attachment A) postmarked by February 8, 2002.

The *Letter of Intent* should be faxed (do not mail) to:

Chuck Nichols Safe Schools and Violence Prevention Office FAX (916) 323-6061 2. CDE must receive the original and four copies of a county's application(s) no later than 5:00 p.m., March 8, 2002 at the following address:

Gang Risk Intervention Program Grant Application Safe Schools and Violence Prevention Office 660 J Street, Suite 400 Sacramento, CA 95814

If an application is for more than \$100,000, there must be one site and one site coordinator for each \$100,000 (or fraction thereof) requested. **Applications received late will not be considered. Fax copies will not be accepted**.

- 3. The grant application cover sheet (Attachment B) must be filled out completely and include an original signature of the County Superintendent of Schools or the Assistant Superintendent of Schools. The cover sheet must designate a contact person and provide that person's telephone number.
- 4. The application narrative must be submitted in the format specified in Section IV.C of this document, demonstrating the ability of the COE to meet all qualifications, requirements, and standards in this RFA. Grant application narratives must be no longer than 14 pages (excluding cover sheet, assurances, budget, certifications, and draft RFPs) and must be typed or printed and readable. One additional page of narrative may be added for each \$100,000 in grant funds requested (e.g. If the application is for \$100,000, the total narrative may be 15 pages. If the total requested is \$300,000, 17 pages of narrative may be submitted.) This additional narrative is allowed because a program operating multiple sites may need to describe more types of activities than a single site program.

Other supporting material such as news clippings may be attached. There is no page limit on this material, but this material should not contain critical information, as it may only be skimmed by application reviewers. Grant application narratives from counties operating existing programs may use an additional three pages of narrative for a summary of past program accomplishments.

- 5. The budget for the proposed program should be included as an attachment to the narrative. The budget does not count as part of the total pages allowed for narrative.
- 6. Be sure to include letters of support or other documenting evidence to provide the legislatively required (subsection (b)(3) of *Education Code* section 58734) demonstration of broad-based support for the program from business and community organizations. There is no limitation on the number of letters of support, nor is there a limitation on the number of pages for those letters.
- 7. The Assurances form (Attachment C) must be included with the original signature of the County Superintendent of Schools or the Assistant Superintendent of Schools.
- 8. The "Drug-Free Workplace Certification" (Attachment D) must be completed and included.

- 9. Typeface used to complete the application must be a minimum of 12 point font size that does not exceed six lines per inch and maintains a one-inch margin (the body of this RFA uses the minimum font size). Applications considered illegible by the grant review team will be disqualified.
- 10. Applications should be submitted on standard, white 8 1/2 x 11 inch paper.

Submission of an application constitutes a release of information and waiver of the agency's right to privacy with regard to information provided in response to the RFA. Ideas and formats presented will become the property of the CDE.

C. Proposal Contents

There are two alternative proposal formats. There is one format for a county office proposing to provide services directly or to use an already-selected service provider, and a different format for a county office proposing to use a request-for-proposal process to select an as-yet-unknown provider of GRIP services.

1. Applications Which Propose To Directly Provide GRIP Services Or To Provide Services Through An Already-Selected Provider

Each proposal must contain the sections described below, presented in the following order.

- **a. General Approach.** Provide an overview of the basic method of operation of the GRIP. Be sure to include a description of the school or schools and the geographic area which would receive GRIP services, the business and community organizations which will be involved in the program, the number of students in the service area of each site, and the manner in which "at-risk" youths will be identified for participation in the program. Also estimate the number of youth that will be served by the program, both during a given week and for the year in total.
- **b.** Needs Assessment. Identify the gang-related problems and needs which could be satisfied by a GRIP in the county. Describe the way in which information about these gang problems was gathered. Whenever possible, include numerical data such as number of incidents of violence, drop-out rates, etc. If the application proposes to operate programs in distinct areas, there must be a separate needs assessment for each area. If your proposal is for a program operating at the elementary or middle school level, it will strengthen your application to discuss the gang-related problems occurring at the high school(s) which are fed by your site. The needs assessment will be the highest-weighted section of the application.

c. Proposed Work Plan.

c.(1) Annual Plan. State the proposed goals, activities, curricula, and their timelines. In addition to other plans for the proposed program, be sure to include plans to provide each of the five services required of GRIP programs by subsection (b) of Section 58735 of the *Education Code*. Those services are:

- Counseling for targeted at-risk pupils, parents, and families, individually and in groups (note that GRIP legislation does not allow use of volunteer interns for counseling)
- Exposure to positive sports and cultural activities, promoting affiliations between youth and the local community
- **Job training**, which may include apprentice programs in coordination with local businesses, job skills development at the school, career awareness activities, or information about vocational opportunities in the community
- **Positive interaction** with local law enforcement personnel
- **Teacher in-service** training sessions
- Goals and Objectives. This section must include measurable objectives for the program (e.g., 10 percent fewer unexcused absences by each GRIP student, compared to a specified base period).
- **c.(2)** The Typical Week of the GRIP Program. Describe the typical week of both a GRIP student and a GRIP site coordinator, so that an outside reader can understand what happens from day-to-day in the program. For instance, a typical week for a GRIP student might be to attend classes from 8:00 to 2:45, to attend a life skills class during an elective period on Wednesday and Friday, and to meet with the GRIP site coordinator once per week after school. The typical week of the GRIP site coordinator might be to teach a life skills class four days per week, to attend twice weekly school staff meetings, to provide informal counseling each day after school between 2:45 and 3:30, to participate in counseling session involving GRIP students and the vice-principal, etc.
- **d. Summary of Past Program Accomplishments (for previously funded GRIP programs only).** Past program accomplishments may be demonstrated using information such as descriptions of program activities, results of program evaluations, number of youths served, number of trainings given, reductions in incidents of violence or truancy, and testimonials from public or private entities not involved in the operation of the program. This section will be used along with the previous section to establish the application's score for "Quality of the Proposed Work Plan."
- e. Program Evaluation Plan. Describe the manner in which the GRIP program will be evaluated. The description should include: (1) a list of measurable objectives related to the goals stated in the work plan, and (2) a list of the data which will be collected to measure progress toward the achievement of those objectives. At a minimum, the proposal must present plans to collect and evaluate the data elements contained in Attachment F, which is a data collection form developed and used by current GRIP program operators. The evaluation plan must include plans for collecting pre-GRIP data for each youth entering the program, including data for youth entering GRIP in mid-year. The pre-GRIP data must include the number of expulsions, suspensions, and unexcused absences for each GRIP student during the

prior school year. Applications which do not contain plans to collect these three types of baseline data for each GRIP student will be scored zero in the evaluation portion of the application score sheet. If an application proposes to operate a program which treats the entire school rather than a specific group of identified GRIP students, the application must contain plans to collect the three types of data for the entire school.

- **f.** Management and Staffing. Explain how the on-site community-based coordinator will be (or was) recruited and selected (two part-time coordinators for one site is not an acceptable method of staffing the project). Describe previous experiences and backgrounds of key staff, including the GRIP project manager and site coordinator (if known) as they relate to violence prevention programs.
- **g. Budget.** The budget should display proposed expenditures in two formats, each of which add to the requested grant amount. One presentation should display the budget according to the expenditure codes in the school accounting manual. The second presentation should display the budget according to the activities which will be funded. For example, the budget by expenditure code might show \$75,000 in salaries. In the activities budget, this amount might be shown as \$50,000 for on-site program direction, \$3,000 for data collection activities, and \$22,000 for county office program coordination. The budget must be presented as an attachment to the narrative. Once a proposal is funded, budget adjustments of up to 10 percent to any line item in the budget are authorized. Larger adjustments must be approved by CDE before implementation.

2. Application Contents For Counties Proposing To Contract For GRIP Services, Using A Provider Which Is As Yet Unselected

The proposal must include the following sections, presented in the following order. If the county has already selected a contractor, the application narrative must be prepared in the format described in section IV.C.1 of this RFA.

- **a. General Approach.** Provide an overview of the contracting process which will be used to manage the GRIP program. Summarize the major criteria which will be used to select GRIP sites, and the manner in which the county office will maintain adequate operational control to ensure that the contracting GRIP sites will provide the desired services. State the title and describe the duties of the position which will monitor the GRIP contract(s), and the approximate number of hours per week which the contract monitor will devote to the GRIP program.
- **b.** Needs Assessment. Identify the gang-related problems and needs which could be satisfied by a GRIP in the county. Describe the way in which information about these gang problems was gathered. Whenever possible, include numerical data such as number of incidents of violence, drop-out rates, etc. If the application proposes to operate programs in distinct areas, there must be a separate needs assessment for each area. If your proposal is for a program operating at the elementary or middle school level, it will strengthen your application to discuss the gang-related problems

occurring at the high school(s) which are fed by your site. The needs assessment will be the highest-weighted section of the application.

- **c. Proposed Work Plan.** State the proposed goals of the GRIP program, and describe how the county will manage its RFP process to ensure achievement of those goals. Describe the method that will be used to review applications and select applicants in a non-biased manner. Include as an attachment to the application a draft of the RFP to be sent to potential grantees (the RFP does not count against the 15 page limit). The RFP must be designed so that it requires the operation of the GRIP site(s) as described in Section III of this document, and so that data will be collected for the purpose of evaluation of the program. In particular, the RFP or contract must include requirements for provision of the services required by Section 58735 of the *Education Code*:
- Counseling for targeted at-risk pupils, parents, and families, individually and in groups (note that GRIP legislation does not allow use of volunteer interns for counseling)
- Exposure to positive sports and cultural activities, promoting affiliations between youth and the local community
- **Job training**, which may include apprentice programs in coordination with local businesses, job skills development at the school, career awareness activities, or information about vocational opportunities in the community
- **Positive interaction** with local law enforcement personnel
- **Teacher in-service** training sessions
- Goals and Objectives. This section must include measurable objectives for the program (e.g., 10 percent fewer unexcused absences by each GRIP student, compared to a specified base period).
- **d.** Summary of Past Program Accomplishments (for previously funded GRIP programs only). Past program accomplishments may be demonstrated using information such as descriptions of program activities, results of program evaluations, number of youths served, number of trainings given, reductions in incidents of violence or truancy, and testimonials from public or private entities not involved in the operation of the program. This section will be used along with the previous section to establish the score for "Quality of the Proposed Work Plan."
- **e. Program Evaluation Plan.** Describe the manner in which the GRIP program will be evaluated. The description should include: (1) a list of measurable objectives related to the goals stated in the work plan, and (2) a list of the data which will be collected to measure progress toward the achievement of those objectives. At a minimum, the proposal must present plans to collect and evaluate the data elements contained in Attachment F, which is a data collection form developed and used by current GRIP program operators.. The evaluation plan must include plans for

collecting pre-GRIP data for each youth entering the program, including data for youth entering GRIP in mid-year. The pre-GRIP data must include the number of expulsions, suspensions, and unexcused absences for each GRIP student during the prior school year. Applications which do not contain plans to collect these three types of baseline data for each GRIP student will be scored zero in the evaluation portion of the application score sheet. If an application proposes to operate a program which treats the entire school rather than a specific group of identified GRIP students, the application must contain plans to collect the three types of data for the entire school.

- **f. Management and Staffing**. Explain how the on-site community-based coordinator will be recruited and selected (two part-time coordinators for one site is not an acceptable method of staffing the project). Describe the experience and background requirements for key staff of the contractor, and the experience and staff of the county office personnel who will be administering the contract with the community organization.
- **g. Budget.** The budget should display proposed expenditures in two formats, each of which add to the requested grant amount. One format should display the budget according to the expenditure codes in the school accounting manual. The second format, required when (and if) program activities are known, should display the budget according to the activities which will be funded. For example, the budget by expenditure code might show \$75,000 in salaries. In the activities budget, this amount might be shown as \$50,000 for on-site program direction, \$3,000 for data collection activities, and \$22,000 for county office program coordination. The budget must be presented as an attachment to the narrative. Once a proposal is funded, budget adjustments of up to 10 percent to any line item in the budget are authorized. Larger adjustments must be approved by CDE before implementation.

V. GRANT AWARD TERMS

A. Compensation

Seventy-five percent of the awarded funds will be provided at the beginning of the grant period and the remaining 25 percent will be provided upon receipt of a year-end report which includes an evaluation of the process and outcome data specified in Attachment F, and which includes baseline data from the school year prior to each youth's participation in GRIP.

B. Retention of Records

The grant award recipient shall maintain accounting records and other evidence pertaining to costs incurred, with the provision that they shall be kept available by the grant recipient during the grant award period and thereafter for five full years from the date of the final payment. The CDE must be permitted to audit, review, and inspect the activities, books, documents, papers, and records during the progress of the work and for five years following final apportionment of funds.

VI. EVALUATION PROCESS

A. Reviewing and Scoring Applications

After receipt of the applications, CDE will review each application to determine if the application meets the format and technical requirements in Section IV of this RFA. Applications that do not meet the stated requirements will not receive further review and consideration. Applications which pass this review will be scored using the "Competitive Application Scoring Form" (Attachment E). Because the authorizing legislation provides that "funding priority" will be given to existing GRIP sites, the rating form includes provisions for awarding additional points to counties currently operating GRIPs. Twelve of the fifteen existing programs will receive five bonus points because of this funding priority, as they have been in existence at least three years. The remaining three programs will receive 20 bonus points, as they have been in existence for less than three years.

CDE reserves the right to reject any or all applications. Nothing herein requires the awarding of a grant in response to this RFA.

CDE will post a notice of the proposed grant recipients during March 25-29, 2002 between 8:00 a.m. and 5:00 p.m. The list will also be posted at www.cde.ca.gov/spbranch/safety. Copies of the rating sheets and applications will be available for public inspection during this period in the Safe Schools and Violence Prevention Office, 660 J St., Suite 400, Sacramento, CA. Following the posting period, CDE will formally notify the grant recipients.

B. Grievance Procedures

Protests to the grant awards shall be filed within five (5) working days of the initial posting of the list of proposed grant recipients. Only those COEs that submitted applications may protest the grant award. Protest shall be limited to the grounds that CDE failed to apply correctly the standards for reviewing the applications as specified in this RFA. The protesting applicant(s) must file a full and complete written appeal, including the issue(s) in dispute, the legal authority or other basis for the protester's position, and the remedy sought. Protests must be addressed to:

Paula Mishima, Deputy Superintendent Education Equity, Access and Support Branch California Department of Education 721 Capitol Mall Sacramento, CA 95814

The Deputy Superintendent may hold oral hearings, review written briefs, or both. The Deputy Superintendent's decision shall be the final administrative action afforded the protestant.

California Department of Education Safe Schools and Violence Prevention Office

GANG RISK INTERVENTION PROGRAM (GRIP)

LETTER OF INTENT

This letter of intent is optional, but it is very helpful to know the number of applications in advance. Please fax by February 8, 2002. Please do **not** also mail the letter - it throws off the count.

Safe Schools and Violence Prevention Office

Fax to: Chuck Nichols

Contact Person/Title

916-323-6061

County Office of Education:

This Letter of Intent is to inform the California Department of Education that the county office of education named above intends to apply for funding under the Gang Risk Intervention Program.

Does the county office propose to operate GRIP at a new site? Yes No

County Office of Education Contact Person

Date

Street Address

City Zip

Telephone Number

California Department of Education Safe Schools and Violence Prevention Office

2002 GRIP GRANT APPLICATION

Original and four copies must be received by 5:00 P Department of Education, Safe Schools and Violence			
Sacramento, CA 95814			
Program Title	Project Duration:		
Gang Risk Intervention Program	June 15, 2002 through		
	June 30, 2003		
County Office of Education	Total Funds Requested		
	\$		
Address:	Telephone Number		
	()		
City/State/Zip Code	Fax Number		
	()		
County Operating Plan (check one):	·		
Establish competitive bid process Provide direct services or use an already-selected			
	provider		
Description: (summarize purpose and scope of program)			
County Superintendent of Schools (Type or Print)	Contact Person		
	Contact Person Telephone:		
	()		
Certification: I have reviewed this grant application and will sup	pport its implementation if funded.		
Superintendent Signature (or Assistant Superintendent)	Date		

GANG RISK INTERVENTION PROGRAM GRANT ASSURANCES

Original signature of the county superintendent of schools (or the assistant superintendent) is required to assure that:

- 1. The applicant county office of education has developed a community-based intervention program involving parents, teachers, school administrators, and community organizations in the planning process. The application was developed without contracting for outside consultant services to write the plan.
- 2. The funds made available for the Gang Risk Intervention Program will be used to supplement, not supplant, existing programs.
- 3. The grant award recipient shall maintain accounting records and other evidence pertaining to costs incurred, with the provision that they shall be kept available by the grant recipient during the grant award period and thereafter for five full years from the date of the final payment. The CDE must be permitted to audit, review, and inspect the activities, books, documents, papers, and records during the progress of the work and for five years following final apportionment of funds.
- 4. The county office of education will evaluate the implementation of the Gang Risk Intervention Program and summarize in a report the data and information collected. Included in the report will be "baseline" data from the school year before each youth's participation in GRIP. The report will be sent to Chuck Nichols, GRIP Program Coordinator, California Department of Education, Safe Schools and Violence Prevention Office, 660 J Street, Suite 400, Sacramento, CA 95814, no later than August 1, 2003.

County Office of Education:	Date:	
County Superintendent of Schools Name:		
County Superintendent of Schools Signature:		

DRUG-FREE WORKPLACE CERTIFICATION

contract or grant between the above named firm and DHS.

STD. 21 (12/93)

I, the official named below, hereby swear that I am duly authorized legally to bind the prospective bidder, contractor or grant recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

COI	MPANY / ORGANIZATION NAME:			
OFI	FICIAL'S NAME:			
DA	TE EXECUTED:	EXECUTED IN THE COUNTY OF:		
COI	CONTRACTOR or GRANT RECIPIENT SIGNATURE:			
TIT	LE:			
FEI	DERAL ID NUMBER:			
The firm named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:				
1.	Publish a statement notifying employees that unlawful manufactus substance is prohibited and specifying actions to be taken against Section 8355(a).			
2.	Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following: (a) The dangers of drug abuse in the workplace, (b) The person's or organization's policy of maintaining a drug-free workplace, (c) Any available counseling, rehabilitation and employee assistance programs, and (d) Penalties that may be imposed upon employees for drug abuse violations.			
3.	Provide as required by Government Code Section 8355(c), that every employee who works on the proposed contract or grant: (a) Will receive a copy of the company's drug-free workplace policy statement, and (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant. 			
4.	At the election of above named firm, from and after the "Date Ex Department of Health Services (DHS) will regard this certificate named firm and DHS without requiring the above named firm to grant. If the above named firm elects to fill in the blank date, the force, meaning, effect and enforceability as if a certificate were s	as valid for all contracts or grants entered into between the above provide a new and individual certificate for each contract or n the terms and conditions of this certificate shall have the same		

GRIP Competitive Application Scoring Form

Rating Criteria	Score
Quality of the General Approach to the Project (10 points)	
• Presents a clear overview of a potentially successful method for operation of the GRIP, or of a contract process which will result in a successful GRIP.	
 Provides a clear description of the community, school(s), and population which the GRIP would serve, and the community partners which would be involved. Estimates the number of students to be directly served by GRIP. 	
How Great is the Demonstrated Need? (35 points)	
• Identifies specific and significant gang-related problems which create the need for a GRIP program.	
Describes the manner in which information about the needs was gathered.	
Supports needs assessment with numerical data.	
Quality of the Proposed Work Plan (15 points)	
Clearly describes proposed tasks and activities.	
• Reflects a comprehensive approach to the program, including provision of legislatively required counseling services, exposure to positive activities, job training, positive interaction with law enforcement, and teacher in-service training.	
• Shows a clear connection between the proposed work plan and the needs identified in the needs assessment.	
 In the case of a proposal using a contracting process, the draft RFP, issued and managed as described in the county's application, will result in the required provision of GRIP services. 	
• Note to Scorer: Information from the "Summary of Past Program Accomplishments" should be considered in the scoring of this section.	
Quality of Proposed Evaluation Plan (10 points)	
• Presents a list of measurable objectives which are relevant to the GRIP program.	
Provides a clear and feasible plan for the collection of outcome and process data comparable in significance to those data elements described in the RFA.	
Score zero if no commitment to collect baseline data for each youth	
Quality of Management and Staffing of the Project (20 points)	
• Identifies key staff with previous experiences and expertise that allow successful accomplishment of the goals of the GRIP program. There is a site coordinator for each location, rather than two part-time coordinators.	
Budget (10 points)	
Provides adequate resources for implementation of proposed program activities.	
Presents a budget in enough detail to support the proposed work plan.	
Funding Priority for Existing Programs	
 Applications submitted by counties currently operating GRIPs will receive 5 bonus points if in existence three years or more, otherwise 20 points. 	

GRIP EVALUATION INFORMATION

(one form for each GRIP site¹)

Recorder's Name:

Date:

General Program Description				
Site Name:	1st	2nd	3rd	
County:	Semester/	Semester/	Trimester	
School Year beginning in 199	Trimester	Trimester		
# of full-time site-based coordinators at this site				
# of GRIP students in program				

Program Process Measures

of GRIP parents/caregivers participating in program

of group counseling sessions for GRIP students # of individual parent conferences # of parent workshops, training sessions, etc # of GRIP students participating in: sports activities cultural activities community service projects field trips other than above
of parent workshops, training sessions, etc # of GRIP students participating in: sports activities cultural activities community service projects field trips other than above
of GRIP students participating in: sports activities cultural activities community service projects field trips other than above
cultural activities community service projects field trips other than above
community service projects field trips other than above
field trips other than above
7
\mathcal{I}
other positive alternative activities ²
of GRIP students provided with an on-going mentoring relationship
GRIP students participating in job training/career awareness activities
GRIP students participating in positive activities with law enforcement
of educators/administrators participating in gang information and awareness
trainings

Program Outcome Measures

110gram Guteome Weasures		
# of fights involving GRIP students ³		
# of substance abuse violations involving GRIP students ³		
# of incidents of graffiti recorded on CSSA reports (all students)		
# of incidents of vandalism on CSSA reports (all students)		
# of expulsions of GRIP students		
# of suspensions of GRIP students		
# of GRIP students who dropped out of school		
# of unexcused absences compared to number of school days ⁴		

¹ A GRIP "site" may be a single location or a collection of several schools or locations, should have at least one full-time site-based coordinator, and may be funded with at most \$100,000 in state funds.

² Define these activities in the narrative portion of any evaluation reports.

³ It is recommended that GRIP site coordinators use the knowledge gained from day-to-day interaction with students to tabulate this data.

⁴ The report of unexcused absences will contain two numbers in each semester's column. The number in the left half of the column will be the number of unexcused absences for all GRIP students combined. The number in the right half of the column will be the total number of school days which all the GRIP students could have attended in that semester. For example, if 5 GRIP students were absent 15 times each, there would be a total of 75 unexcused absences. If there were 83 days in the semester, and 20 GRIP students, the number of school days possible was 83 times 20, or 1660. The column would show 75 on the left and 1660 on the right.

Alternative schools that don't have students very long should get low score

Revise RFA to ask what a GRIP kid's week looks like, and what the site staff's week looks like

Change RFA score sheet to say "how much need is demonstrated", rather than "Quality of..."

Require budget for each site

Baseline data commitment not score zero, score max of 7

Change cover sheet to allow for contract with existing provider or direct serve, v. new provider

Put total score on first page of score sheet

Score sheet comments should say "reason for score"

Change all year and date references

Change page references

(7/01)

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

RECIPIENT'S NAME	CDS CODE	FEDERAL ID NUMBER
BY (Official's signature)		DATE EXECUTED
OFFICIAL'S PRINTED NAME		TELEPHONE NUMBER (include area code)
		()
OFFICIAL'S TITLE		
RECIPIENT'S MAILING ADDRESS		

Recipient, by signing this grant, hereby acknowledges the applicability of *Government Code* sections 16645 through 16649 to this agreement. Furthermore, Recipient, by signing this agreement, hereby certifies that:

- 1. No state funds disbursed by this grant will be used to assist, promote, or deter union organizing.
- 2. Recipient shall account for state funds disbursed for a specific expenditure by this grant to show that those funds were allocated to that expenditure.
- 3. Recipient shall, where state funds are not designated as described in item 2 above, allocate on a pro rata basis all disbursements that support the grant program.
- 4. If Recipient makes expenditures to assist, promote, or deter union organizing, Recipient will maintain records sufficient to show that no state funds were used for those expenditures, and shall provide those records to the Attorney General upon request.
- 5. Recipient hereby certifies that no request for reimbursement, or payment under this agreement, will seek reimbursement for costs incurred to assist, promote, or deter union organizing.